

City Council Agenda Preview

July 1, 2014

▶ **Presentation**

- ▶ **Item 1: Proclamation to Declare July as Parks & Recreation Month**
 - ▶ The National Recreation and Park Association's annual campaign urges cities to promote outdoor recreation programs, encourage participants to enjoy local city parks, and emphasize the importance of parks and recreation within communities. The July 2014 theme is "Out-Is-In" which focuses on getting communities to enjoy outdoor recreational activities and spending less time being sedentary.
- ▶ **Item 2: Presentation by Southern California Edison Gas Company (SoCalGas) on Advanced Meter Project**
 - ▶ SoCalGas is installing Advanced Meters throughout Southern California. The meters will provide online hourly gas-use data to Lake Forest customers on a next day basis. In Lake Forest, SoCalGas is planning to install 16 Data Collection Units (DCU) pursuant to the utility's franchise agreement prior to installing Advanced Meters scheduled for early 2015.

▶ **Consent Calendar**

- ▶ **Item 3: Certification of Warrant Register**
 - ▶ City Council reviews and approves payment of City invoices. City invoices totaled approximately \$1.04 million for the time period reviewed.
- ▶ **Item 4: Waive Reading of Ordinances and Resolutions**
 - ▶ To save time, the City Clerk will read only the titles of any Ordinances and Resolutions on the public agenda.
- ▶ **Item 5: Minutes of the Regular Meeting of the City Council Held on May 20 and June 3, 2014**
- ▶ **Item 6: Adopt Ordinance 261 – The Regulation of Professional Lobbying Activities by Elected Officials**
 - ▶ City Council may approve a second reading amending the Lake Forest Municipal Code to limit lobbying activities of elected City officials as professional lobbyists in their lobbying-related interactions with other public agencies in Orange County. If adopted, the ordinance would become effective on July 31, 2014.
- ▶ **Item 7: Adopt Ordinance 262 – Amending Lake Forest Municipal Code Chapter 3.13, Public Projects Bidding and Procedures**
 - ▶ City Council may approve a second reading amending Lake Forest Municipal Code Chapter 3.13 regarding public projects bidding and procedures. If adopted, the ordinance would become effective on July 31, 2014.
- ▶ **Item 8: Independence Day Parade Road Closures and Related Activities**
 - ▶ Approval of street closures for the 4th of July parade and related activities would allow staff to proceed with preparations for the parade.

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▶ **Consent Calendar (continued)**

- ▶ **Item 9: Sixth Amendment with RJM for Sports Park Design Development**
 - ▶ City Council will consider amending a contract with RJM to continue construction support services for the Lake Forest Sports Park. The proposed amendment would increase compensation to \$2,300,522 for additional work such as miscellaneous earthwork calculations, county trail revisions, site visits, and other services through project close out. The completion of the Sports Park is slated for October 2014.
- ▶ **Item 10: Authorization to Access State and Federal Criminal History Information for Employment Purposes**
 - ▶ As the City begins to see an increase in applicants for City positions that live, or have lived, in states other than California, the City Council may adopt a resolution expanding access to an individual's entire criminal record from state-level to federal-level. Adoption of the resolution would result in an increase of \$17 per background check.
- ▶ **Item 11: Agreement with the City of Irvine and the City of Mission Viejo for the Barranca Parkway/Muirlands Boulevard Signal Synchronization Project**
 - ▶ City Council may approve a Cooperative Agreement for a Signal Synchronization Project between the cities of Irvine, Mission Viejo, and Lake Forest to synchronize 44 traffic signals on Barranca Parkway/Muirlands Boulevard, between Red Hill Avenue in Irvine and Robin Circle in Mission Viejo. The Cooperative Agreement specifies the terms, conditions, and responsibilities between the cities for funding and implementation of the project. The City's cost share is \$38,558.
- ▶ **Item 12: Request for Proposals for Human Resources Consulting Services**
 - ▶ City Council will consider approving a Request for Proposals for human resources consulting services for various projects including: organizational design, biennial compensation study, executive recruitments, job audits and reclassification analysis, job description and salary ranges, and reports and presentations. Proposals are due July 23.
- ▶ **Item 13: Classification Plan and Salary Schedule for Fiscal Year 2014-15**
 - ▶ City Council will consider adopting the FY 2014-15 Classification Plan and Salary Schedule which documents salary ranges for City job classifications and lists the number of budgeted full-time positions. The Plan proposes twenty-three salary grade adjustments, one reclassified classification, three title changes, and two new classifications to reflect the City's current needs and to provide flexibility for future work demands.

City Council Agenda Preview

July 1, 2014

▶ **Consent Calendar (continued)**

- ▶ **Item 14: Contract Award for Newsletter Printing and Mailing**
 - ▶ City Council will consider awarding a one-year contract to Advantage in the amount of \$96,551 to print and mail The Leaflet, The Leisure Times, and In Business newsletters. In addition, the company would also print various city brochures.
- ▶ **Item 15: Award of Contract for Community Development Block Grant (CDBG) Consulting Services**
 - ▶ City Council will consider awarding a three-year contract to Mike Linares Inc. to assist staff with the technical aspects of grant administration and compliance as required by the Department of Housing and Urban Development (HUD). The annual renewal of the contract would be contingent upon continued CDBG funding from HUD. The annual compensation is \$22,000.
- ▶ **Item 16: Approval of Parcel Map No. 2013-106**
 - ▶ Approval of Parcel Map 2013-106 would merge two parcels into one 53,232 square foot parcel and subdivide an existing office building into 13 office condominium units at 24432 Muirlands Boulevard. The current use is a two-story office building consisting of 13 individual medical offices.
- ▶ **Item 17: Contract Award for the Bake Parkway Resurfacing Project**
 - ▶ City Council will consider approving a construction contract to R.J. Noble for the Bake Parkway Resurfacing Project. The project would replace the top 2" of existing roadway surface with 2" of rubberized asphalt over Bake Parkway between Portola Parkway and Lake Forest Drive, as well as replace all damaged pavement and existing traffic striping, loops, markings, and legends. In addition, the project would remove and replace damaged sections of sidewalk, curb, and gutter within the project area. The project cost is \$386,997.50.
- ▶ **Item 18: Contract Award for Traffic Signal Management**
 - ▶ City Council will consider approving a contract with Hartzog & Crabill to implement a traffic signal management program which includes traffic signal monitoring, a citywide traffic signal coordination master plan, and a citywide traffic count program at 120 key locations. The contract amount is \$337,837 over a three-year period.
- ▶ **Item 19: Contract Award for Street Pole Banner Services**
 - ▶ City Council will consider awarding a three-year contract to Dekra-Lite Industries to install and remove holiday and 4th of July banners, to design and manufacture 4th of July banners for the 2015 parade, and to store all banners when they are not in use. The contract amount is \$31,401.

City Council Agenda Preview

June 11, 2014

► Discussion

- Item 20: City Council Consideration and Possible Action Regarding the Elimination of the City's Share of Sales Tax on Durable Goods
 - At Council's request, staff is providing a preliminary analysis of the potential to eliminate the City's share of sales taxes relating directly and only to durable goods. Initial research indicates the City Council does not have the ability to reduce its share of sales tax by eliminating only that portion related to durable goods. The City Council will discuss this item and any subsequent action at their discretion.
- Item 21: An Ordinance of the City Council Adding Chapter 3.03 to the Lake Forest Municipal Code Requiring a Supermajority Vote for the Adoption of Increase of Taxes, Assessments, and Fees
 - Adding Chapter 3.03 to the Lake Forest Municipal Code would require four-fifths vote from the City Council in order to adopt or increase any tax, special tax, special assessment, fee, fine, or other charge.